

PROFESSIONAL EXPERIENCE

INDEPENDENT CONSULTANT – ACCRA, GHANA | 1/2022 – Present

- Market observation, freelance work, and upskilling – monitoring of agriculture, climate, and digital finance policy trends across Africa; consulting on faith-based association's founding constitution; completion of Seth Godin's [altMBA](#) workshop, FutureLearn's [AI for Strategic Advantage in Leadership](#) course, and freeCodeCamp's [Learn Python](#) beginner's course.

CYCLE CONNECT – GULU, UGANDA | 2/2019 – 5/2021

Cycle Connect supports rural small-scale farmers in Northern Uganda – providing productive assets and training services to help grow their agricultural incomes.

HEAD OF OPERATIONS

Recruited to put in place foundational systems and processes to ready the company for branch expansion and scaling. Provided administrative, operational, and technology support to 40 staff across 2 branches while supervising 3-4 staff. Developed policies, procedures, and plans aimed at improving the overall efficiency of the organization; enhanced loan management system, operated HRIS and generated HR-related reports, processed monthly payroll and benefits, and coordinated talent acquisition across departments.

- Prepared, negotiated, and signed first-ever MOUs with major suppliers and service providers, operationalized agreements, and resolved any issues with partners; and maintained good relationships with government agencies to ensure compliance with city and district licensing regulations.
- Systematized logistics management for a variety of assets valued at \$1 million (bicycles, motorcycles, oxen and plows, seeds, and maize mills) including procurement, transportation, insurance, inventory management, and distribution for 3,500 clients.
- Collaborated with other senior leaders to formulate strategy and present annual budget; ensured that expenses do not exceed the allocated budget, approved transactions, secured and disbursed petty cash, and safeguarded adherence to policies and procedures.
- Launched HubSpot CRM to improve conversion rates of prospects to clients, deployed automated SMS messaging in place of phone calls/field visits to foster more timely mobile repayment behaviors by clients; and led beta testing for batched uploads of mobile repayments to improve MTN-Musoni reconciliations.

KADAFRICA – FORT PORTAL, UGANDA | 6/2017 – 1/2019

KadAfrica purchases passion fruit from outgrower and cooperative farmers for sale to the hospitality industry in Uganda – providing a reliable and stable income for small-scale farmers.

OPERATIONS DIRECTOR

Recruited to support the systems and strategies that form the backbone of the company's expansion into passion fruit processing. Managed extension services, collections, sorting, and packing for 30 passion fruit farmers, 240 youth girl cooperative farmers, and a 3-acre company-owned passion fruit farm by supervising activities and reporting of 3 sales and extension staff and 4 sorters/packers.

- Developed a business plan for a \$500,000 processing facility investment with a clear roadmap for scaling supply chain to 1,000 rural farmers and meeting anticipated market demand for passion fruit pulp, seed, and oil.
- Coordinated commissioning of 300 kilograms per hour capacity containerized plant including onsite testing and training of 4 operators by the manufacturer; designed and negotiated supply MOU with farmer-affiliated nonprofit to guarantee adequate sourcing of passion fruit volumes; and guided company's completion of self-assessment for planned food safety management system certifications (HACCP, GMP).
- Oversaw passion fruit sales, effectively monitored collected volumes against sales, and troubleshooted any discrepancies; created monthly sales reports; and handled accounts receivables' collection with major buyers.
- Closed identified gaps and optimized operations by introducing new processes to better track collections, sales, deliveries, payments, and accounts receivables' collection – reducing monthly revenue losses from a high of 30% to under 10% per month.

KEYSTONE PARTNERS – KIGALI, RWANDA | 5/2015 – 1/2016

Keystone Partners was an investment advisory firm that supported early-stage companies in East & Southern Africa to raise capital from interested investors.

PARTNER

Recruited to identify investors and clients across industries such as agriculture, technology, and renewable energy.

- Screened founding teams through phone interviews/online questionnaires; and analyzed business plans, financials, and pitch decks during preliminary reviews to assess potential opportunities for investors.
- Created 2-/3-page summaries about software development, technology services, and solar distribution companies for review by investors.
- Researched venture funds and angel/impact investors to identify investment rationales prior to pitching clients to investors.

H2O VENTURE PARTNERS – KIGALI, RWANDA | 1/2015 – 3/2015

H2O Venture Partners is a research company seeking to turn agri-business ideas into early stage companies through funding from the UK Department for International Development.

BUSINESS DEVELOPMENT MANAGER

Recruited to formulate market entry strategy for concept stage agri-business idea with potential to provide significant social and commercial returns. Headed market study into new agro-input products targeting small-scale farmers and accompanying training services for agro-dealers.

- Administered questionnaires to agro-dealers in northwest and interviewed farmers to validate agro-dealer responses and determine product launch conditions.
- Identified product characteristics suitable for the target market to determine product market fit.
- Requested quotations for initial batch of products with regional and international suppliers; held discussions with customs clearing agents; and examined import regulations to negotiate cost-effective supply arrangements.

PLANET FINANCE – TAMALE, GHANA | 3/2014 – 1/2015

PlaNet Finance is an agri-focused nonprofit seeking to economically empower rural small-scale farmers, particularly women, using microfinance and training.

BUSINESS DEVELOPMENT ADVISOR

Recruited to manage proposal development process in accordance with nonprofit's strategy through sourcing of bid opportunities, building relationships with potential funders and bid partners, responding to RFPs, and producing high quality proposals and concept notes.

- Developed a \$1 million soybean project targeting 7,000 rural women farmers in Northern Ghana to improve their incomes through linkages with industry.
- Prepared concept note, proposals, cash flow statement, budgets, and work plans that generated buy-in from a major financial institution, a UK-based agricultural corporation, a local processing company, a poultry farm, and USAID which selected nonprofit for a business advisor grant.
- Crafted proposal narrative for a consumer research study looking at emerging risks to the mobile financial services sector in Ghana, Uganda, and the Philippines.

MOBILE TRANSACTIONS – LUSAKA, ZAMBIA | 11/2010 – 7/2012

Mobile Transactions is a mobile payments company that revolutionized electronic transactions in Zambia – providing low-income populations with easier access to financial services.

OPERATIONS MANAGER

Recruited to utilize operations to support company's growth. Supervised 23-person office for greater efficiency through policy implementation and streamlined administration. Maintained aged debtor, banking, regulatory, and statutory relationships; oversaw petty cash disbursement/reconciliation as well as expense claim processing; and systematized fleet management.

- Led due diligence submission process that resulted in \$3 million investment from US investors in landmark Series A deal. Headed meetings with senior managers; collected, formatted, and validated departmental submissions; liaised with prospective investors; and met deadlines and requests for additional documentation from various social investment funds seeking a high impact investment opportunity.
- Engineered turnaround of strategic microfinance partner relationship leading to virtually 100% of loan disbursements being processed for 1,000 clients within 1 year, to the tune of \$250,000 in total transaction value each month. Handled loan processing operations and conceptualized service level agreements that increased total value of transactions by over 250% and revenue by over 300% in first six months.
- Improved cost-effective management of resources through the creation of budgets/forecasts and tracking of budget vs. actual. Prepared project report for development finance institution, compiled supporting documentation, and provided oversight for external project audit facilitating receipt of \$50,000 final tranche.

EDUCATION**MASTER OF ARTS – SUSTAINABLE INTERNATIONAL DEVELOPMENT | Brandeis University, Waltham, MA**

Thesis: Agricultural Policies and Rural Smallholder Farmers in Ghana

Practicum: Policy Research Intern, International Fund for Agricultural Development, Washington, DC

BACHELOR OF SCIENCE – COMPUTER SCIENCE |

James Madison University, Harrisonburg, VA

Skills: Microsoft Office, Google Workspace, Asana, Slack, Zoom, HubSpot, HRIS, Loan Management Systems; Supply Chain Management, Process Improvement, IT Systems Upgrading, Business Planning, and Project Execution.